

MTEC Meeting Minutes

February 24-25, 2000
Capitol Plaza Hotel
Jefferson City, Missouri

Thursday, February 24, 2000

Chair Patti Penny called the meeting to order with a welcome to all. She introduced new membership additions to the Council: Brenda Wrench of the Urban League in St. Louis, replacing Doris Jones; Ron Vessell, Assistant Commissioner of the Department of Elementary and Secondary Education's Division of Vocational Rehabilitation replacing Russ McCampbell; and Thomas Pfeiffer, Acting Director of the Department of Labor and Industrial Relations replacing Karla McLucas. Chair Penny then announced the resignation of Council members Dale Gibson and Pat Reid.

Patti then referenced the revised agenda and announced that the TANF/WtW Report scheduled to be given by Denise Cross would be presented the following day. She requested that Council members introduce themselves and called for approval of the revised agenda. Milt Bischof made a motion to approve the revised agenda, with Yvonne Sparks-Strauther seconding. The motion passed unanimously. Chair Penny then asked for corrections to the minutes as presented. With the correction of the spelling of Catherine Leapheart's name, Joe Driskill moved approval of the minutes with John Dial seconding. The motion passed unanimously.

The first item on the agenda was a presentation from Gale Kessler, newly appointed Director of the Women's Council, giving an update on its activities. The Women's Council is within the Department of Economic Development and represents the interests and issues in making policy with regard to women in the workforce. Ms. Kessler recently joined staff for the Women's Council. In coordination with the Governor, she is working to make the Council more representative of the geographic areas throughout Missouri, expand the Council's services through revised publications and assessment and referral of inquiries and hotline cards, and to make the Council a solid presence throughout the State of Missouri. Examples of these efforts include expanded exhibitors and breakout sessions in Women in Business Day 2000 and a Women's History Month celebration at the Capitol on March 7. Ms. Kessler announced Council member Alise Martiny-Byrd as recipient of the Distinction Award, and introduced the Rose Kemp Public Service Award which will be given every year. Finally, Ms. Kessler mentioned the website of the Women's Council which is updated weekly to reflect various issues pertaining to women and families.

The next item on the agenda was a presentation from Tom Jones on a Policy Proposal for a Business Leadership Committee. Tom distributed an updated version of the proposal to replace the information in the meeting binder. Tom mentioned the strengthened involvement of business under the Workforce Investment Act as being the premise for the policy proposal. One requirement for the local boards is that the membership be at least 51% be from the business community. To ensure a strong collaborative between the Missouri Training and

Employment Council and private business/labor leaders who will provide effective strategies, the Division of Workforce Development is recommending establishment of an ad hoc committee whose charge will be to develop strategies, formulate programs and projects and develop policy recommendations to the Council. One representative from each of the following areas shall be on the Committee: private sector MTEC member, Associated Industries of Missouri, the Missouri Chamber of Commerce, Missouri Economic Development Corporation, Missouri Employer Committee and the State Labor Council. Mikki Brewster moved to bring the proposal to the table, with Joe Driskill seconding. The proposal was opened for discussion. Yvonne Sparks-Strauther clarified that the AIM representative would be an actual business member, not a staff member of the Association. George Eberle asked how Tom foresaw the committee working in correlation to the work of other MTEC Committees and the local workforce investment boards. Tom responded that the purpose behind the proposal was the idea of identifying what employers' needs are and what workforce skills are in demand. Yvonne Sparks-Strauther mentioned the concerns of whether or not the ultimate goals were 1) to be part of the continuous improvement process 2) to create a body of information and relationships that are meaningful to the regional workforce investment areas in providing consistent criteria. She further inquired about the specific mission of the proposed committee. After further discussion, Jim Dickerson wanted to clarify that the proposal was not an attempt to insinuate an inadequacy of the WIBs, and moved that the proposal be moved to committee, with Dale Gibson seconding. The motion was withdrawn and the issue would simply stay with the Executive Committee of MTEC for further clarification.

Jim Dickerson then presented for the Marketing Communication and distributed a copy of suggested Workforce Development System logos to the Council. The members were asked to select their top five choices for Workforce Development Center Names and for the Workforce Development Center Tag Lines, and return to the Committee or staff. The Committee will consider Council input, as well as eliciting input from focus groups and website comment information.

George Eberle then gave a report from the Special Focus Committee on the Diversity Forum, which was held February 14, 2000 at the Days Inn in Columbia. The purpose of the forum was to assist the Committee in ensuring that the Council to achieve implementation and outcome evaluation of MTEC's Resolution and Policy regarding &diversity& among local Workforce Board memberships and local workforce investment plans. George then presented the following resolution:

Be it hereby resolved that the individuals attending the first Diversity Forum of the Special Focus Committee initially serve as an advisory group that will function through and report to the Special Focus Committee to provide a means for the participation of individuals representing diversity in the continuing work of the Special Focus Committee.

Be it hereby resolved that the Council, through its State Agency members, will collectively provide the Special Focus Committee with the appropriate staff support and fund up to \$5,000 to support the costs of conducting four more similar forums, at times and locations to be determined by the Special Focus Committee and participants, over the course of the next

twelve months.

Alise Martiny-Byrd moved approval of the resolution, with Yvonne Sparks-Strauther seconding. The motion passed unanimously. George also mentioned that an informal subcommittee of the Special Focus Committee consisting of Mikki Brewster and Richard Hendin with staff assistance from Al Carter to begin to look at the tools that can be used to evaluate plans for local boards to see that these objectives are being achieved.

George then gave an update on Regional Planning, stating the Governor's option to exercise a requirement for regional participation for workforce investment areas for purposes of developing workforce performance measures. Governor Carnahan has exercised that option. George then recalled the Special Focus Resolution passed by the Council that included questions for the St. Louis and Kansas City areas that ask, 1) who the groups are that are doing regional planning in the area, 2) to identify how to support that planning, and 3) how those planning efforts can be effective in terms of guiding the commitment to improve the workforce. The next step will be to incorporate the experience and information gained from the first year to begin to evolve a better set of policies for the WIA boards throughout the state to ensure ample planning timelines. The final step will be that the regional planning areas will create for themselves the work performance measures that they can report.

Ron Breshears then presented for the Strategic Planning Committee on the Youth Council Policy and Recommendations. Alise Martiny-Byrd stated her belief in the importance of the apprenticeship program to be included in required memberships in the Youth Council Policy Statement. The Committee's Sample Youth Council Membership Composition is to provide guidance to the local boards in organizing youth councils, and it is not the intent of the document to mandate particular groups other than those required under the Act. After review and presentation of the Youth Council Policy Statement and Sample Youth Council Membership Composition, Yvonne Sparks-Strauther moved the policy and recommendations be approved. Dale Gibson seconded. The motion passed with Alise Martiny-Byrd voting against. Ron Breshears then presented a brief update on the Strategic Plan in its new format, and an update of the plan from the one in the mailing was distributed. He highlighted the changes to the new plan and stressed the Committees attempt to make it a living document. Mike O'Mara moved that the Committee approve the plan as presented, with Rick Hendin seconding. The motion passed unanimously.

Dr. John Wittstruck next gave a report for the Evaluation and Awards Committee. Dr. Wittstruck presented a brief history of the document on Initial Eligibility of Training Provider Certification. Under the WIA, a policy for determining eligibility is required. It was first presented to MTEC in September of 1999 and after changes was presented again in October 1999. The Council then asked staff to gather public comment through hearings on the document, which were held in various locations throughout the state. A total of 72 attended. The document as presented reflected minor word-smithing, but no gross changes to content. There was consensus by the committee that the statement is in accordance with the law. Ron Breshears moved that the Council approve the Initial Eligibility of Training Provider Certification as presented. Virginia Mee seconded. The motion passed. Virginia Mee commented that &Post-secondary institutions& should be included in the language

addressing agencies and community colleges in the document. Under JTPA, the post-secondary institutions were not a part of the provider unit, and under WIA they can be and wish to be.

Milt Bischof, Co-Chair, next gave the report for the Program Coordination Committee. Fran Brothers, Chair, personally commented that Pat Lindemann, Director of SDA 10, passed away recently and wanted to recognize her efforts in Community Action. She also stated that she would be abstaining from votes and discussion on the State Plan and any corresponding amendments to avoid the appearance of impropriety. Milt then began the report on the Plan with a presentation from Mike Pulliam on the decision chronology regarding local area designation. Mike gave a PowerPoint presentation on Council decisions regarding local area designation from the passing of the Workforce Investment Act in August 1998. He then distributed a document copy of the last slide that listed the projected allocations for workforce investment areas under the Workforce Investment Act with and without the Hold Harmless Provision (See below). The Hold Harmless Provision requires that no area receive less than 90% of its relative share the previous year. Under the new WIA formula, the funding for adult and youth is allocated based on economically disadvantaged population, number of relative unemployed in areas of substantial unemployment and number of relative excess unemployed. The Governor has the option to recommend or not recommend Hold Harmless for the first two years. The Council has the option to recommend or not recommend this Hold Harmless in the State Plan to be submitted to the Governor on February 17th, subsequent to previous allocation projections, the United States Department of Labor issued notice in the Federal Register of the final allocations. Based on that information, Staff for the Council on behalf of the chair sent correspondence requesting public comment from affected areas to respond on or before February 22, 2000. The Division received several written comments, which were distributed to the Council members for their information.

Table of Allocation Projections				
	Projection with PY 98 Funding 9/2/98	Projection with DOL Planning Estimates 2/4/00	Projection with DOL Notice	
			Formula 2/17/00	With Hold Harmless 2/17/00
Northwest	\$1,931,150	\$1,419,236	\$1,306,176	\$1,501,971
Northeast	959,772	661,981	630,425	1,125,090
Kansas City & Vicinity	3,501,991	5,640,691	5,252,313	4,673,191
West Central	1,264,230	1,130,496	1,029,281	1,186,786
St. Louis City	5,430,138	8,163,128	7,386,738	6,269,306
Southwest	1,394,031	789,024	776,194	1,101,462
Ozark	3,415,815	2,560,285	2,346,900	2,510,051
Central	3,344,664	2,999,906	2,692,271	2,409,858

South Central Region	2,988,668	2,365,590	1,988,750	2,134,181
Southeast Region	4,178,548	3,718,186	3,351,868	3,081,934
East Jackson Co. KC	632,185	670,621	593,634	723,231
St. Louis County	3,545,199	4,977,199	4,484,227	4,003,423
St. Charles County	335,294	394,987	417,892	783,480
Jefferson/Franklin Consortium	1,045,913	538,016	519,642	1,272,348
	\$33,967,598	\$36,029,346	\$32,776,313	\$32,776,313

Mike then referred to Patti, who opened the floor to Council questions of the information presented. Clarification of the formula used in the allocation and the lack of variance for the 90% funding were addressed. Joe Driskill wanted to clarify that all persons present understood that neither MTEC or state agency did anything to determine the impact of the funds on any areas of the state. The Department of Labor based on legislation and PY 98 estimates prescribed the funding to the areas. The floor was then opened for Public Comment. Charles Cannady of the Northeast Region Private Industry Council addressed members in favor of the Hold Harmless Provision. Neal Ball, Administrative Entity Director for the Southwest Region, next distributed a copy of his letter to the Council outlining conclusions why the lack of hold harmless adversely affects ten of the fourteen workforce investment regions. His correspondence cited reductions in client supportive services and dollars available to clients as well as layoffs of administrative and case management staff, in addition to other factors. His correspondence and presentation requested that the Council recommend to the Governor to impose the hold harmless provision to the WIA allocation formula, particularly in the first year of funding. Joe Driskill inquired what other resources and funding would be sought by his particular region if the Hold Harmless Provision is not passed, citing specifically their petition for designation received by the Council. Neal gave a brief list of possible sources, including grant funding strains such as Welfare to Work, though eligibility requirements are somewhat limiting, working with other state partners to develop a cost sharing plan, and collaboration with community-based organizations and partner agencies in grant writing. However, in both instances the local board does not actually receive the money to allocate. Joe Driskill further stated that the reduction in administrative dollars does not necessarily mean that the services to the people at the One-Stops will be reduced by the same percentage. Neal responded that there must be a proportionate share at some point. Bob Simpson, Administrative Entity for the Ozark Region, and Eva Danner, the Chief Elected Official in the Northwest Region both spoke in favor of the Hold Harmless recommendation. Roger Baugher then gave a presentation on the Draft State Plan: WIA Title I and Wagner-Peyser Act. He reviewed the timelines for the State Plan, including the projected date of its submission to the Governor from the Council on March 30, 2000. Roger then highlighted key components of the plan for the Council, including: performance measures, performance management, conflict of interest policy, allocation formulas, policy on "No Hold Harmless," allocation charts, the One-Stop Certification Process, the Memoranda of Understanding, policy of WIBS operating programs, Individual training accounts, Regional planning, Single Point of Employer Contact and Customer Satisfaction. Rick Beasley presented briefly on minor changes to the One-Stop Certification Process and

distributed the document detailing the changes. Roger then stated the process from this meeting would be to address comments and MTEC review of the plan and specifically the Hold Harmless Provision, incorporate changes, forward the final plan to the Executive Committee for approval, and then submit the plan under Patti's signature for transmission to the Governor. Roger concluded, and the Council recognized the staff involved for their contributions to the plan.

Milt Bischof moved that the Council approve revised attachments 13, the One-Stop Operator Designation/Certification Guide and 21, the Wagner-Peyser Act Agriculture Services Submission. Yvonne seconded the motion. The motion passed with Fran Brothers abstaining. Ron Breshears moved that the Council accept the plan as presented. Alise Martiny-Byrd seconded the motion. After discussion, it was determined to table the motion until the following day. Dale Gibson moved that the motion be tabled. Milt Bischof seconded the motion. The motion passed with Fran Brothers abstaining and Ron Vessell voting against.

The meeting was adjourned.

Friday, February 25, 2000

The meeting was called to order at approximately 8:15 am. Continuing with the Program Coordination Committee report, Patti mentioned that the prior afternoon's vote to table the motion of approval of the state plan was improper, and the motion to approve the state plan as presented stands. Dale Gibson moved to amend the plan to add the Hold Harmless provision to the state plan, as it is not now included. Edna Freeman seconded the motion to amend. The motion failed.

Bill Treece moved that the document entitled, "Assuring Equal Access to Job Seekers with Disabilities in Missouri's One-Stops" be added to the State Plan. Alise Martiny-Byrd seconded the motion. Discussion followed. Milt stated that 90% of One-Stop Centers across the state are in compliance with the Americans with Disabilities Act (ADA). George Eberle requested if the document goes beyond the law to necessitate additional documentation, rather than simply asking the Centers to do what is required of them. David Baker of Missouri Assistive Technology expounded on the document, stating that the document goes beyond the ADA requirements in the areas of communication access. Joe Driskill questioned the sources of funds for the project and who will be in charge of finding these sources, as well as ensuring that the centers are in compliance. David stated there are creative ways to tap into federal dollars and state pools of money, and if approved, inclusion of the document in Missouri's state plan will be a first in the nation. Ron Vessell commented that responsibility would rest ultimately with the local boards. Joe further stated it the responsibility of involved state agencies and MTEC to provide oversight as well. The motion passed, with Fran Brothers abstaining.

Yvonne Sparks-Strauther then moved the proposal to designate the One-Stop Executive Team as a special advisory Committee to MTEC be approved. Joe Driskill seconded the motion. Discussion followed. Edna Freeman questioned the composition of the One-Stop

Executive Committee relative to the Executive Committee of MTEC. George Eberle questioned that MTEC could hold the advisory committee accountable for performance of policies MTEC sets forth for One-Stops. Rick Beasley, One-Stop Coordinator, stated that was indeed the case. Joe Driskill then requested the language in paragraph four of the document, "issue directives to their staff" be omitted for clarity. The amendment was noted. The motion passed, with Fran abstaining. Dale Gibson moved to accept the amendment to the document as presented, with Bill Treece seconding. The motion passed, with Fran abstaining.

Roll call vote was then taken for vote on the state plan, as presented without the Hold Harmless provision and with amendments. Votes are as follows: Bob Bell-absent, Milt Bischof-yes, Ron Breshears-yes, Mikki Brewster-yes, Fran Brothers-abstain, Denise Cross-absent, John Dial-yes, Jim Dickerson-absent, Joe Driskill-yes, George Eberle-yes, Lanny Ellis-absent, Edna Freeman-yes, Dale Gibson-yes, Fred Grayson-absent, Rick Hendin-yes, Jim Jackson-yes, Herb Johnson-absent, Doris Jones-absent, Alise Martiny-Byrd-yes, Virginia Mee-yes, Nick Nichols-yes, Mike O'Mara-absent, Pat Reid-absent, Verneda Robinson-yes, Yvonne Sparks-Strauther-yes, Kala Stroup-absent, Bill Treece-yes, Ron Vessell-yes.

Janelle Luck next presented for Denise Cross on TANF. She distributed a graphic representation on TANF expenditures based on carry-forward and block grant funds. She also elaborated on the Division of Family Service Workforce Commitments. Susan Petersen and Harry Struempf offered clarifying information on WtW. Discussion of the information and handouts followed. Joe Driskill questioned how DFS would operate after July 1st, encouraging them to bear in mind the concept of the One-Stop Delivery System. After further discussion and analysis of the documents, George Eberle made a motion that an outside entity prepare an analysis of resources that are available and prepare an integrated report of funding that would at some point lead to determining a return on investment. Yvonne Sparks-Strauther seconded the motion and added that the information presented is so complex and the direction appears unclear. Knowing how the funds are deployed would be beneficial to Council members in understanding relationships between partner agencies. Jim Jackson suggested that the partner agencies begin to work on this analysis in-house, rather than through an outside source. Virginia Mee agreed with the need for such analysis, but commented that the information needed and the determined purpose of the information needs to be more clearly defined by a committee. Fran further stated the information would be of significant value to the locals. Ron Breshears issued a challenge to the Council and staff to dedicate time on the next feasible agenda to addressing the issue. Dale Gibson stated it was time to focus on local issues. George Eberle then withdrew his motion and Yvonne withdrew her second, with the caveat that the State partner agencies will aggressively pursue this research and analysis to generate a meaningful report for the Council. Ron Vessell cautioned against focusing solely on dollars, and that an understanding must be had about where the dollars come from and why they are spent the way they are spent to avoid jumping to a bottom line based solely on those figures. Patti called for volunteers of a special committee to work with the agencies in flushing out details. Yvonne Sparks-Strauther, Fran Brothers, George Eberle, Brenda Wrench and Alise Martiny-Byrd agreed to convene prior to the next meeting.

The issue of Conflict of Interest as presented to the Executive Committee was next

addressed. Council members were encouraged to ask questions regarding the policy, as it is included in the State Plan. Milt Bischof moved that MTEC approve the following Program Coordination recommendations:

That the Division of Workforce Development (DWD) modify the draft plan as directed by MTEC, based upon comments and discussions during the February 24-25, 2000 counsel meeting; That the MTEC Executive Committee review and approve the final draft plan based upon those changes; That DWD staff prepare a transmittal letter from Patti Penny, submitting the State plan to the Governor for signature; That the Governor submit the final State plan to United States Department of Labor no later than March 30, 2000.

Ron Breshears seconded the motion. The motion passed, with Fran abstaining.

Joe Driskill then made a motion that the One-Stop Executive Team examine every feasible source of funding that is available to assist with Workforce Investment Areas who will lose funds. Yvonne seconded the motion. The motion passed unanimously.

Jim Jackson made motion to adjourn, with Ron Breshears seconding. The meeting was adjourned at approximately 10 a.m.

MISSOURI TRAINING AND EMPLOYMENT COUNCIL

February 24-25, 2000

Capitol Plaza Hotel

Jefferson City, Missouri

ATTENDEES

MEMBERS:

Verneda Robinson, Dale Gibson, Brenda Wrench, Bill Treece, Mike O'Mara, Rick Hendin, Yvonne Sparks-Strauther, Ron Breshears, George Eberle, Milt Bischof, John Wittstruck, Thomas Pfeiffer, Joe Driskill, Patti Penny, Ron Vessell, Fran Brothers, Jim Dickerson, Mikki Brewster, Virginia Mee, John Dial, Alise Martiny, Patricia Reid, Jim Jackson, Nick Nichols, Edna Freeman.

STAFF AND GUESTS:

David Mitchem, Mike Pulliam, Tom Jones, Catherine Leapheart, Don Eisinger, Lindell Thurman, Roger Baugher, Bev Kelsay, Bill McKittrick, Al Carter, John Burnett, Bob Simpson, Neal Ball, Saralinda Viggers, Doug Sutton, Ceil Callahan, Sheree Prebe, Danine Lard, Gale Kessler, Ron Jewell, Rick Beasley, Jerry Tharp, Susan Petersen, Janeen Osborne, Nancy Rouson, Jan Vaughn, Tabatha West, Harry Struempf, Elaine Bryan, Buffie Bay-Port, Laura Kliethermes, Sondra Larson, Clinton Flowers, Julie Heimericks, Brenda Ancell, Sally Howard, Clay Berry, Mike Shepard, Charles Cannady, Bob Wilson, Eva Danner, Betty Trimble, Lynn Hatfield, Connie Denny, Bob Hall, Molly Bunton, Rex Hall, Kay Monks, Alan St. John, Karen Wolfe, Larry Hightower, Bill Niblack, Kim O'Hara, Marvin Freeman, Fred Linhardt, David Baker, Amy Deem, Steve Kraus, John Cope, Lee Stanley, Karen Wolfe, Randy Cottrell, Dave Lupardus.

